

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

William F. Donnelly
Deputy Director for Administration

EXTENSION

NO.

DDA 86-1778

DATE

21 October 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Logistics

John:

The attached is helpful but what I need to have in my head is not how much OD&E wants to retain in [] but how much space will be freed up by their move to Reston. After those elements belonging to OD&E are moved to Reston, how much vacant space will there be []

[]
William F. Donnelly

Att:

Floor Plan

ORIG:DDA:WFDonnelly:be
Distribution:

0 - Adse w/att.

1 - DDA Subj w/att.

1 - DDA Chrono w/o att.

1 - WFD Chrono w/att.

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post) <u>EXA/DA</u>		<u>7 OCT</u>
1. <u>A/DDA</u>	Initials <u>[Signature]</u>	Date <u>7 OCT 1996</u>
2. <u>DDA</u>		
3.		
4.		
5. <u>D/L</u>		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
<input checked="" type="checkbox"/> As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

PER YOUR REQUEST, AFTER CD+E'S
MOVE TO RESTON, TWO OF ITS UNITS
(SDG + MMAC) MUST REMAIN IN
[REDACTED] THEY ^{WILL} OCCUPY 21,000 STAT
SQ FT. THESE UNITS ARE PRESENTLY
LOCATED ON THE 3RD FLOOR AND
2ND FLOORS.

ILLEGIB

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

USGPO 1983-421-329/320

OPTIONAL FORM 41 (Rev. 7-76)
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